

Updated with laws  
effective August 2001

*A handbook for*

# ARIZONA Candidates and Political Committees

Voter Registration  
Early Voting  
Candidate Information  
Candidate Qualifications  
Initiative & Referendum Measures



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## August 2001

*I am pleased to present this Candidates and Political Committees publication. The Office of the Secretary of State publishes this handbook as a resource for those interested in candidate filing requirements in the Great State of Arizona. As always, your comments about any of our publications are appreciated.*

*Betsey Bayless*

**BETSEY BAYLESS**  
Secretary of State

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# A Message from Secretary Bayless



*A publication of the  
Arizona Secretary  
of State's Office*

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August 1, 2001

It is a pleasure to provide this publication to help in the understanding of Candidates and Political Committees in the state of Arizona.

Additional information is available on our Web site at [www.sos.state.az.us](http://www.sos.state.az.us). Web site access is available at both the Tucson and Phoenix office during regular business hours.

Feel free to contact my office at 602-542-8683 with questions. My staff and I look forward to assisting you.

**Betsey Bayless**  
Secretary of State

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## CANDIDATE FILING CHECK-LIST

- ☐ A Statement of Organization or \$500 Threshold Exemption Statement must be filed BEFORE accepting contributions, making expenditures, distributing campaign literature or circulating petitions.

The candidate filing period for all other documents begins **May 13, 2002 at 8:00 a.m.** and ends **June 12, 2002 at 5:00 p.m.** Candidates (or their representatives) must present ALL of the necessary paperwork at one time. Candidates will be taken on a first-come, first-served basis. The Secretary of State's staff processes all nominating papers presented before 5:00 p.m. the same day they are brought in. Please be prepared to wait into the evening, if necessary. Avoid the wait by filing early in the period.

### 1. **Nomination Paper, Affidavit of Qualification and Campaign Finance Laws Statement**

(All three of these are on the same one-page form)

- ☐ Make sure to answer every question and fill in every blank.
- ☐ Write the candidate's name exactly how he or she wants it to be printed on the ballot. The candidate's last name must appear first. Nicknames are permissible as long as they do not suggest a title.
- ☐ The candidate must sign the form and have the signature notarized\*

### 2. **Financial Disclosure Statement**

- ☐ Covers 12-month period preceding the filing (This is a different time period from the public officer filing in January)
- ☐ The candidate must sign the form and have the signature notarized\*
- ☐ Candidates for federal offices are exempt from compliance with Arizona's personal financial disclosure requirements. A.R.S. § 38-541(8).

### 3. **Nomination petitions**

- ☐ The candidate must file at least the minimum number of signatures required for the office sought and no more than the maximum number. If there are too few, the Secretary of State cannot accept the nomination papers.
- ☐ Check to see that the circulator portion of each petition is complete:
- ☐ Did the circulator print his or her name, residence address, city or town, and county on the back of each petition?
- ☐ Did the circulator sign the back of each petition?
- ☐ Check to see that the signature portion of each petition is complete:
- ☐ Is there a date for each signature?
- ☐ Is there an actual residence address including city or town, or a description of the residence location, for each signature?
- ☐ Please sort the petitions by county. Statewide candidates must file the minimum number of signatures required statewide, AND the minimum number of signatures required in at least 3 counties.

### 4. **Statement of Organization OR \$500 Threshold Exemption Statement.**

If it has not already been filed, a Statement of Organization registering the *candidate's campaign committee* OR a \$500 Threshold Exemption Statement must be filed at the time of filing nomination papers or the other documents cannot be accepted. If the candidate has an exploratory committee open at the time of filing, then the candidate, chairman and treasurer must file an amended Statement of Organization to change the committee to a candidate's campaign committee.

**Optional Paperwork - Statement on Recall:** This is an optional form that federal candidates may file.

\* The Secretary of State's staff will notarize forms, free of charge, if the signer presents picture identification. Blank forms are available at the Secretary of State's office.



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**2002 STATE ELECTION INFORMATION****PRIMARY ELECTION**

September 10, 2002

Registration closes August 12, 2002 at midnight

**GENERAL ELECTION**

November 5, 2002

Registration closes October 7, 2002 at midnight

**PARTISAN CANDIDATE NOMINATION PETITIONS**

Petition signature requirements will be available after March 1, 2002

First day to file: May 13, 2002

Last day to file: June 12, 2002 at 5 p.m.

**"NOMINATION OTHER THAN BY PRIMARY" / "INDEPENDENT" CANDIDATE NOMINATION PETITIONS**

First day to file: May 13, 2002

Last day to file: June 12, 2002 at 5 p.m.

**NEW PARTY PETITIONS**

Number of signatures required: 20,427

Last day to submit to County Recorder for signature verification: March 14, 2002 at 5 p.m.

Last day to file verified petition signatures with Secretary of State: April 23, 2002 at 5 p.m.

**WRITE-IN CANDIDATES**

Primary Election: Must file not later than August 27, 2002 at 5 p.m.

General Election: Must file not later than October 22, 2002 at 5 p.m.

**JUSTICES OF THE SUPREME COURT - JUDGES OF THE COURT OF APPEALS FILING**

First day to file for retention: August 7, 2002

Last day to file for retention: September 6, 2002 at 5 p.m.

**CONSTITUTIONAL & INITIATIVE PETITIONS**

Last day to file petitions: July 4, 2002 at 5 p.m.

Signatures required for:

Initiative measures: 101,762

Constitutional Amendments: 152,643

**REFERENDUM PETITIONS**

Signatures required: 50,881

**ARGUMENTS FOR OR AGAINST BALLOT MEASURES**

Last day to file: July 12, 2002 at 5 p.m.

**OFFICIAL CANVASS OF PRIMARY ELECTION**

September 23, 2002

**OFFICIAL CANVASS OF GENERAL ELECTION**

November 25, 2002



**CAMPAIGN FINANCE REPORTING DATES**  
pursuant to A.R.S. § 16-913(B),(C) and 16-916(D)<sup>1, 2.</sup>

NAME OF REPORT	TIME PERIOD COVERED IN REPORT	REPORT DUE BETWEEN
January 31 report	Nov. 28, 2000 through Dec. 31, 2001	Jan. 1 and Jan. 31, 2002
June 30 report	Jan. 1, 2002 through May 31, 2002	June 1 and July 1, 2002
Pre-primary report	June 1, 2002 through Aug. 21, 2002	Aug. 22 and Aug. 29, 2002
Post-primary report	Aug. 22, 2002 through Sept. 30, 2002	Oct. 1 and Oct. 10, 2002
Pre-general report	Oct. 1, 2002 through Oct. 16, 2002	Oct. 17 and Oct. 24, 2002
Post-general report	Oct. 17, 2002 through Nov. 25, 2002	Nov. 26 and Dec. 5, 2002

<sup>1.</sup> This table does not include additional filing deadlines provided for by the Citizens Clean Elections Act. Please see Title 16, Chapter 6, Article 2, available from the Secretary of State's Office and materials provided by the Citizens Clean Elections Commission.

<sup>2.</sup> This table does not include additional filing deadlines in effect for standing political committees as required by A.R.S. §16-931(K). Please visit [www.sos.state.az.us](http://www.sos.state.az.us) or call (602) 542-8683 or toll-free 1-877-THE VOTE for a specialized table.



## IMPORTANT NEW REQUIREMENTS

Any political committee that intends to accept contributions or make expenditures of **more than \$500** shall file a **Statement of Organization** with the filing officer **BEFORE**:

1. accepting contributions
2. making expenditures
3. distributing any campaign literature
4. circulating petitions

Any political committee that intends to accept contributions or make expenditures of **\$500 or less** shall file a **\$500 Threshold Exemption Statement** with the filing officer **BEFORE**:

1. accepting contributions
2. making expenditures
3. distributing any campaign literature
4. circulating petitions

A political committee that has filed a \$500 Threshold Exemption Statement and receives contributions or makes expenditures of more than \$500 shall file a Statement of Organization with the filing officer within five business days after exceeding the \$500 limit.

A.R.S. § 16-902.01.

## VOTER REGISTRATION

### A. Qualifications

Every resident of the state is qualified to register to vote if the resident:

1. Is a citizen of the United States.
2. Will be eighteen years of age or more on or before the date of the next regular General Election (November 5, 2002).
3. Will have been a resident of the state 29 days next preceding the election except as provided in A.R.S. § 16-126.
4. Is able to write the person's name or mark, unless prevented from so doing by physical disability.
5. Has not been convicted of treason or a felony, unless restored to civil rights.
6. Has not been adjudicated an incapacitated person as defined in A.R.S. § 14-5101.

### B. Registration

#### 1. How to Register to Vote

Arizona residents may register to vote in person at their County Recorder's office or by mail. Forms are available at government offices and public locations throughout the state or may be requested from county recorders' offices or the Secretary of State's Office. Voters may obtain a voter registration form from the Secretary of State's Office by calling the Voter Registration Hotline 1-877-THE VOTE (1-877-843-8683) or from the Web site [www.sos.state.az.us](http://www.sos.state.az.us).

If a person is unable to complete a registration form, another person may assist in completing the form. The person assisting must also sign the registration form on the line provided at the bottom of the form.

A voter registration which is returned to a County Recorder or the Secretary of State by mail will entitle a voter to vote in an election if it complies with either of the following:



1. The form is postmarked 29 days or more before an election *and* is received by the County Recorder by 7:00 p.m. on the day of that election; *or*
2. The registration form is dated 29 days or more before an election and is received by the County Recorder within five days after the last day to register to vote in that election.

Any qualified person temporarily absent from the state may register by filling out a mail-in registration form and sending it to the County Recorder of the voter's county of residence.

2. Uniformed Services and Overseas Voters

Arizona residents in the military, their spouses and eligible dependents *stationed outside the state* may register up until election day. Their registrations must be returned to the County Recorder's office of their county of residence by 7:00 p.m. on election day.

County Recorders are listed in this booklet on page 19.

C. Voter Registration Deadlines

Voters must register 29 days before election day to be eligible to vote in the election. The last days to register for the year 2002 elections are as follows:

Primary Election:	<b>August 12, 2002 at midnight</b>
General Election:	<b>October 7, 2002 at midnight</b>

D. Voter Information Changes

The following voters must fill out a new voter registration form and file it with their County Recorder before the registration deadline expires:

- Address Change: a voter who moves within Arizona from one county to another county
- Change of Political Party: a registered voter desiring to change political party

E. Change of Address Within the County - New Residence Ballots

Voters who move from the address at which they are registered to another address *within the same county* and who do not notify the County Recorder of the change of address before the date of an election shall be permitted to vote at the polling place for the voter's new address. These voters will fill out a form to update their voter registration records at the new polling place.

These voters will be asked to present a form of identification that includes the voter's given name and surname and the voter's complete residence address, which must be located within the precinct where the voter is attempting to vote. For voters who live in a rural county, whose only form of identification shows a post office box or directions to their residence, an oral inquiry shall be made regarding their residence location to determine whether the voters are eligible to vote in the precinct where they attempting to vote. An election official shall confirm that the addresses of the voters are located within the precinct where they are attempting to vote. Each voter shall affirm in writing the new residence address and shall be permitted to vote a *"New Residence Ballot."*

**EARLY VOTING**

A. On-Site Early Voting

Any registered voter may vote early in Arizona elections. There is no need to show a justification for voting early, as there was under the old "absentee voting" system. Beginning 33 days before election day and up until 5:00 p.m. on the Friday before the election, a voter may vote early in person at the County Recorder's office or at on-site voting locations designated by the County Recorder. A.R.S. § 16-542(D).

B. Early Voting by Mail

A voter may also vote early by mail. An elector may make an oral or signed request to the County Recorder for an official early ballot beginning 93 days before an election. Early ballots are mailed to voters who request a ballot to be mailed beginning 33 days before election day and up until 5:00 p.m. on the second Friday before the election. If the request is oral (in



person or by telephone), the requesting elector shall provide the date of birth and state or country of birth or other information that if compared to the voter registration information on file will confirm the identity of the elector. Requests in writing should include name and address as registered, birth date, election for which ballot is requested, address where ballot is to be mailed and signature of the requestor.

Early ballots will be counted if returned to the County Recorder or other officer in charge of elections by 7:00 p.m. on election day. County Recorders' offices will remain open until 7:00 p.m. on election day to accept early ballots. Early ballots may also be dropped off at *any* polling place in the voter's county of residence no later than 7:00 p.m. on election day.

**C. Emergency Voting**

Emergency early voting is permitted if an unforeseen circumstance occurs which would prevent an elector from voting at the polling place. Voters should contact their County Recorder for the procedure for emergency early voting between 5:00 p.m. on the second Friday before the election and the Monday before election day.

**D. Requesting a Primary Election Early Ballot - Open Primary**

Voters who are registered as independent, no party preference or with a non-recognized political party, who wish to vote early in a Primary Election, must identify one ballot of a recognized political party they wish to vote when requesting an early ballot. A.R.S. § 16-542. Voters who are registered with a recognized political party will receive an early ballot for their political party.

**E. Uniformed Services and Overseas Voters**

Any absent uniformed services voter or overseas voter as defined in the Uniformed and Overseas Citizens Absentee Voting Act of 1986 (P.L. 99-410; 42 United States Code Section 1973ff) may request an early ballot with a federal postcard application that contains both an early voter registration application and an early ballot application.

A request for an official early ballot from an absent uniformed services voter or overseas voter, as defined in the Uniformed and Overseas Citizens Absentee Voting Act of 1986 (P.L. 99-410; 42 United States Code Section 1973ff), is valid if it is received by the County Recorder or other officer in charge of elections anytime during the 90 days preceding the election.



## CANDIDATE INFORMATION

## A. 2002 Elections - Federal and State Offices

Offices to be Elected	Terms of Office	Number of Seats
United States Representative in Congress	2 years	8
Governor	4 years	1
Secretary of State	4 years	1
Attorney General	4 years	1
Treasurer	4 years	1
Superintendent of Public Instruction	4 years	1
Mine Inspector	4	1
Corporation Commissioner	2 years ( <i>terms end Monday, January 3, 2005</i> ) 4 years ( <i>term ends Monday, January 1, 2007</i> )	2 1
State Senator	2 years	30
State Representative	2 years	60

## B. Open Primary System

Arizona's Open Primary Law allows voters registered as independent, no party preference or members of a party without ballot recognition to vote in the partisan Primary of their choice of one of the recognized political parties. Ariz. Const., art. VII, § 10. Only names of candidates of "recognized" parties appear on a Primary Election ballot. Voters registered in a recognized political party may vote only the Primary Election ballot for their political party. A.R.S. § 16-467(B).

Recognized parties are parties which have achieved Primary ballot status through the petition process pursuant to A.R.S. §§ 16-244, 16-801, 16-802, and 16-803 or by qualifying for continued representation on the Primary Election ballot through ballots cast or voter registration, as provided in A.R.S. § 16-804. New political parties' status will be determined by the petition process in April 2002.

## C. Legal Requirements for Candidate Campaign Advertisements, Literature and Signs

"Disclosure" means disclosing who paid for the advertisement, literature or signs. For written materials, the disclosure must be printed "clearly and legibly in a conspicuous manner." For broadcast advertisements, the disclosure must be spoken. A.R.S. § 16-912(D).

## 1. When disclosure is required

Campaign literature or advertisements paid for by any political committee must disclose in the literature or advertisement:

- the words "paid for by" followed by
- the name on either the committee's:
  - Statement of Organization or
  - \$500 Threshold Exemption Statement
- [see exceptions for candidate's signs and small items, discussed below]

A.R.S. § 16-912(A).

If the literature or advertisements were paid for by a political committee as an *independent expenditure* [see A.R.S. § 16-901(14) for definition], the following must be disclosed:



- the names and telephone numbers of the three political committees making the largest contributions to the political committee making the independent expenditure
- if an acronym is used to name a committee, the name of any sponsoring organization of the committee shall be printed or spoken

A.R.S. § 16-912(A) and (B).

2. When disclosure is not required

An individual, *acting alone*, may post signs on the individual's property regarding any political issue or in support of or opposition to any candidate, or mail political materials without disclosure of who paid for the signs. *McIntyre v. Ohio Elections Commission*, 514 U.S. 334 (1995).

Signs that are paid for by a *candidate's* campaign committee are not required to include disclosure of who paid for them. A.R.S. § 16-912(C).

Bumper stickers, pins, buttons, pens and similar small items that are too small to contain a disclosure of who paid for them are also exempt for the disclosure requirement. A.R.S. § 16-912(C).

The organizers of a separate segregated fund, set up pursuant to A.R.S. §§ 16-920 and 16-921, may solicit contributions from its members, employees, stockholders, etc., without a disclosure of who paid for the solicitation. A.R.S. § 16-912(C).

3. Criminal penalties

It is a Class 2 misdemeanor to remove, alter, deface or cover any candidate's political signs from 45 days before the Primary Election to seven days after the General Election. Exception: If a sign is posted on private property, the property owner or an agent of the property owner is permitted to remove the signs at any time, regardless of whether the owner gave permission to post the signs. A.R.S. § 16-1019.

► Disclosure laws differ for ballot measure committees. *See A.R.S. § 16-912.01.*

**D. Presidential Electors (will not be on the 2002 ballot)**

The state chairman of a political party that is qualified for representation appoints candidates for the office of Presidential Elector equal to the number of United States Senators and Representatives in Congress from Arizona. Each candidate for the office of Presidential Elector shall file a nomination paper and affidavit of qualification at the same time other partisan candidates file their nomination papers.

1. Nomination Paper

Presidential Elector candidates must file a nomination paper giving the candidate's residence address, mailing address, political party and stating their candidacy for the office of Presidential Elector. The nomination paper should include the exact manner in which the candidate's name is to be printed on the official ballot, and the date of the General Election. A.R.S. §§ 16-311(G), 16-344.

2. Affidavit of Qualification

Presidential Electors file an affidavit including facts sufficient to show that the candidate resides in the state and will be qualified at the time of the election to hold the office of Presidential Elector. A.R.S. § 16-344(A).

► **The Nomination paper and Affidavit of Qualification are combined in one document, which is available at the Secretary of State's Office.**

**E. Forms Candidates Must File**

Candidates must file required documents on time or their names will not appear on the ballot. A.R.S. §§ 16-311(H), 16-312(B), 16-341(I).

Candidates are prohibited from filing documents to run for more than one office at the same election if they cannot serve in both positions. A.R.S. § 38-296.01.



## 1. Petition

The nomination petition form is prescribed by statute and is available from the Secretary of State's Office. Nomination petitions may be circulated at any time during the election cycle. Signature requirements are determined after the voter registration figures on March 1 of the election year have been calculated.

The petition caption must be in substantially the same language as the Secretary of State's sample petition forms. A photograph of the candidate may appear on the nomination petition. The signature portion, circulator instructions and statement must be in the form provided by law. A.R.S. § 16-314.

### a. Circulators

Nomination petition circulators must be eligible to register to vote. A.R.S. §§ 16-315(B), 16-321(B). They are not required to be actually registered, a member of the candidate's political party or a voter in the district the candidate proposes to represent.

### b. Signers

Individuals who sign partisan nomination petitions must be qualified to vote for the candidate. A.R.S. § 16-322. Individuals who are eligible to vote for the candidate include voters who are registered as:

- members of the candidate's political party
- independents
- no party preference
- members of political parties that are not qualified for representation on the ballot.

A.R.S. § 16-314(C).

## 2. Nomination Paper

The candidate's nomination paper, affidavit of qualification and campaign finance laws statement are combined in one document, which is available at the Secretary of State's office or the county elections office. A similar form for federal candidates is available from the Secretary of State's office.

A Primary Election candidate must file a nomination paper at the time of filing nomination petitions. The nomination paper must state the candidate's actual residence address or description, mailing address, political party, the office and district or precinct, the exact manner in which the candidate's name is to be printed on the official ballot, and the date of the Primary and General Elections. A candidate at the Primary Election for a political party must be a qualified elector of the political party. A.R.S. § 16-311(A).

At the time of filing, a candidate for public office must be a qualified elector and must reside in the county, district or precinct which the candidate proposes to represent. Ariz. Const., art. VII, § 15; A.R.S. § 16-311(A).

A candidate's name, as it appears on the official ballot, is limited to the candidate's surname (last name) and given name or names (first name). Abbreviated versions of names, initials or nicknames are permissible. Quotation marks are permitted. A nickname may not suggest reference to professional, fraternal, religious or military titles. The candidate's last name is printed first. A.R.S. § 16-311(G).

## 3. Affidavit of Qualification

A candidate must file with the nomination paper an affidavit printed on a form prescribed by the Secretary of State. The affidavit must include facts sufficient to show that, other than the residency requirement, the candidate will be qualified at the time of election to hold the office sought. A.R.S. § 16-311 (D).

## 4. Campaign Finance Laws Statement

Candidates must sign and file a statement that they have read all applicable laws relating to campaign financing and reporting. This requirement does not apply to candidates for federal office. A.R.S. § 16-905 (K)(5).



## 5. Financial Disclosure Statement

At the time the nomination papers are filed, a candidate for public office must file a personal financial disclosure statement on a form prescribed by the Secretary of State. A.R.S. § 38-542.

"Public Officer" means a member of the legislature and any judge of the court of appeals and the superior court, or a person holding an elective office, the constituency of which embraces the entire geographical limits of the State of Arizona. Candidates for federal offices are exempt from compliance with Arizona's campaign finance and personal financial disclosure requirements. A.R.S. § 38-541(8).

## 6. Optional Statement on Recall (Federal Candidates Only)

Prior to a Primary or other election, candidates for the office of United States Senator or Representative in Congress have the option of filing with the Secretary of State a statement addressed to the people of the state agreeing to resign if not re-elected on a recall vote. The Secretary of State shall give the statement to the public press. A.R.S. § 19-221.

## F. Signature Requirements for Candidates

Signature requirements for candidates are based upon the number of registered voters on March 1, 2002. A.R.S. § 16-322(B).

- ▶ **Signature requirements will be posted on the Secretary of State's Web site, [www.sos.state.az.us](http://www.sos.state.az.us), sometime in late March 2002, after the Secretary of State's office receives the final voter registration numbers from all 15 counties.**

## 1. Recognized Parties' Candidates

The signature requirement is based on a percentage of voters registered in the applicable district in the candidate's party as reported pursuant to A.R.S. § 16-168(G). A.R.S. § 16-322.

- Candidates for the offices of United States Senator or for a statewide office must submit signatures equal to at least 1/2 of one percent of the qualified registered voters in at least three counties in the state, but not less than 1/2 of one percent nor more than 10 percent of the voter registration of the candidate's party in the state.
- Candidates for United States Representative in Congress must submit signatures equal to at least 1/2 of one percent of the qualified registered voters, but not more than 10 percent of the total voter registration of the candidate's party in the congressional district.
- Candidates for the office of State Representative or State Senator must submit signatures equal to at least one percent of eligible voters, but not more than three percent of the voter registration of the candidate's party in the legislative district.

Signature requirements for other offices are found in A.R.S. § 16-322.

## 2. New Parties' Candidates

The signature requirement for new party candidates is at least 1/10 of one percent (.01 percent) of the total vote for the winning candidate for Governor or winning candidates for Presidential Electors at the last General Election within the district. A.R.S. § 16-322 (C).

## 3. Independent or Third Party Candidates

The signature requirement is three percent of the qualified electors of the state, county, subdivision or district for which the candidate is nominated. The petition may be signed by any qualified elector – regardless of political party affiliation – who has not signed a nomination petition of another candidate for the office to be voted for at the Primary Election. A.R.S. § 16-341(C).

The percentage necessary to sign the nomination petition shall be determined by the total number of registered voters from other than members of a political party that is qualified to be represented by an official party ballot at the next ensuing Primary Election and accorded representation on the General Election ballot at the last General Election. A.R.S. § 16-341(F).



**G. Deadline to File Nomination Papers**

All candidates who desire to have their names printed on the Primary and/or General Election ballots must file the required forms between May 13 and June 12, 2002 at 5:00 p.m. This deadline applies to candidates who are registered members of parties that hold Primary Elections, candidates from other parties and candidates who run as independents whose names appear only on the General Election ballot. A.R.S. §§ 16-311, 16-341.

**H. Justices of the Supreme Court and Judges of the Court of Appeals  
Deadline to File for Retention**

Justices and judges who desire to be retained in office must file a declaration of their intent with the Secretary of State's office between August 7 and September 6, 2002. Justices and judges must also file a personal financial disclosure statement and a statement that they have read Arizona's campaign finance laws. Ariz. Const, art. VI, § 38.

**I. Where to File Nomination Papers**

Candidates for the offices of United States Senator, United States Representative in Congress, Governor, Secretary of State, Attorney General, State Treasurer, Superintendent of Public Instruction, Corporation Commissioner, State Mine Inspector, State Senator and State Representative file their nomination papers with the office of the Secretary of State. A.R.S. § 16-311.

Candidates for Superior Court Judge, county, district and precinct offices file with the County Election Official in the appropriate county. County Election Officials are listed on page 20 of this booklet.

**J. Write-in Candidates**

**1. Filing Requirements**

No later than 14 days prior to the Primary or General Election, a write-in candidate must file all the documents that are required for other candidates, except nomination petitions. Candidates for federal offices are exempt from compliance with Arizona's campaign finance and personal financial disclosure requirements. A.R.S. §§ 16-312, 38-541(8).

Only candidates who file complete, timely documents will be considered "official write-in candidates." Only official write-in candidates will have their names posted in the polling places and their votes counted. A.R.S. § 16-312(C).

**2. Number of Votes Required for Election**

A write-in candidate for a party entitled to continued representation on the ballot will not be issued a certificate of nomination unless the candidate receives a number of votes equivalent to at least the same number of signatures required by A.R.S. § 16-322 for nominating petitions for the same office. A.R.S. § 16-645(E).

A write-in candidate for a new party will not be issued a certificate of nomination unless the candidate receives a plurality of the votes of the party for the office sought. A.R.S. § 16-645(D).

**3. Ineligibility**

A person cannot run as a write-in candidate in the General Election if the person ran for the same office in the Primary Election and failed to be nominated A.R.S. § 16-312(D).

A candidate whose nomination petitions are successfully challenged for lack of a sufficient number of signatures cannot run as a write-in candidate for the same office in the Primary or General Election in the same year. A.R.S. § 16-312(D).

**Primary Election Deadline for Write-in Candidates**

**August 27, 2002 at 5:00 p.m.**

**General Election Deadline for Write-in Candidates**

**October 22, 2002 at 5:00 p.m.**



## CANDIDATE QUALIFICATIONS

## A. Federal Candidates

Offices	Qualifications
United States Senator *	United States citizen for at least nine years At least 30 years of age Inhabitant of Arizona when elected
United States Representative in Congress	United States citizen for at least seven years At least 25 years of age Inhabitant of Arizona when elected

## B. Statewide and Legislative Candidates

Office	Qualifications
Governor Secretary of State State Treasurer Superintendent of Public Instruction	United States citizen for 10 years Arizona resident for five years At least 25 years of age
Attorney General	United States citizen for 10 years Arizona resident for five years At least 25 years of age
Corporation Commissioner	United States citizen Arizona resident At least 18 years of age See also A.R.S. § 40-101 prohibiting interests in corporations subject to regulation
State Mine Inspector	United States citizen Arizona resident for two years At least 30 years of age See also A.R.S. § 27-121 requiring 4 years experience in underground mining and three additional years experience as set out in statute
State Senator State Representative	United States citizen Arizona resident for three years County resident for 1 year At least 25 years of age

*\* This office will not be on the ballot until the year 2004.*



## INITIATIVE AND REFERENDUM MEASURES

## Article IV, Part 1, Arizona Constitution; Title 19, Arizona Revised Statutes

Any political committee that intends to accept contributions or make expenditures of **more than \$500** shall file a **Statement of Organization** with the filing officer **BEFORE**:

1. accepting contributions
2. making expenditures
3. distributing any campaign literature
4. circulating petitions

Any political committee that intends to accept contributions or make expenditures of **\$500 or less** shall file a **\$500 Threshold Exemption Statement** with the filing officer **BEFORE**:

1. accepting contributions
2. making expenditures
3. distributing any campaign literature
4. circulating petitions

A political committee that has filed a \$500 Threshold Exemption Statement and receives contributions or makes expenditures of more than \$500 shall file a Statement of Organization with the filing officer within five business days after exceeding the \$500 limit.

A.R.S. § 16-902.01.

## A. Initiative

Arizona's registered voters may propose new laws, amend existing laws or propose constitutional amendments through the initiative petition process. Before the petition is printed and signatures collected, an application for a petition serial number along with a 100-word description and the complete text of the measure must be filed with the Secretary of State on a prescribed form. A.R.S. §§ 19-102, 19-111. Signatures obtained before the filing of the committee's statement of organization are void and shall not be counted in determining the legal sufficiency of the petition. A.R.S. §§ 19-111(C), 19-114(B).

If the proponents file enough signatures on the initiative petitions, the measure will be placed on the ballot to be voted upon by the people at the next General Election. Forms, sample petitions and Title 19, Arizona Revised Statutes (the laws that govern the initiative process), are available upon request from the Secretary of State's office.

<b>Number of Signatures Required:</b>	Initiative Measure	101,762
	Constitutional Amendment	152,643

**Filing Deadline:** **July 4, 2002 at 5:00 p.m.**

## B. Referendum

Arizona's registered voters may circulate a petition to refer to the voters a measure or part of a measure passed by the legislature. An application for a referendum petition serial number along with a 100-word description and a copy of the measure must be filed with the Secretary of State before the circulation of the petition. A.R.S. §§ 19-101, 19-111. Signatures obtained prior to the filing of the committee's statement of organization are void and shall not be counted in determining the legal sufficiency of the petition. A.R.S. §§ 19-111(C), 19-114(B).

If the proponents file enough signatures on the initiative petitions, the measure will be placed on the ballot to be voted upon by the people at the next General Election. Forms, sample petitions and Title 19, Arizona Revised Statutes (the laws that govern the referendum process), are available upon request from the Secretary of State's office.

**Number of Signatures Required:** 50,881

**Filing Deadline:** 90 days after *sine die* – the close of the legislative session at which the measure was passed – at 5:00 p.m.



**C. Ballot Measure Arguments**

Any person or organization may file an argument advocating or opposing a measure referred to the ballot by initiative or referendum petition or by the legislature. The arguments for and against each measure will be included in the Publicity Pamphlet published and distributed by the Secretary of State before the statewide General Election. The deadline for filing arguments is 60 days before the Primary Election. A.R.S. § 19-124.

Each argument must:

- not exceed 300 words in length

- contain the *original* signature of each person sponsoring it

- if sponsored by an organization, contain the *original* signatures of two executive officers

- If sponsored by a political committee, contain the *original* signatures of the committee's chairman or treasurer

- provide the residence or post office address and telephone number of each person signing the argument

- be accompanied by a fee set by the Secretary of State

**Argument Filing Deadline:                      July 12, 2002 at 5:00 p.m.**



## COUNTY RECORDERS

Jeanne Udall  
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TDD 928/337-4402  
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Christine Rhodes  
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TDD 520/432-9297  
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fax 928/425-9270  
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fax 928/428-5951  
TDD 928/428-3562  
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Katie Clonts  
Greenlee County Recorder  
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Patricia "Pat" Wall  
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Helen Purcell  
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111 South 3rd Avenue, #103  
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Laura Dean-Lytle  
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Susan Hightower Marler  
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TDD 928/373-6033  
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## COUNTY ELECTION OFFICIALS

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## CANDIDATE FILING CHECK-LIST

- ☐ A Statement of Organization or \$500 Threshold Exemption Statement must be filed BEFORE accepting contributions, making expenditures, distributing campaign literature or circulating petitions.

The candidate filing period for all other documents begins **May 13, 2002 at 8:00 a.m.** and ends **June 12, 2002 at 5:00 p.m.** Candidates (or their representatives) must present ALL of the necessary paperwork at one time. Candidates will be taken on a first-come, first-served basis. The Secretary of State's staff processes all nominating papers presented before 5:00 p.m. the same day they are brought in. Please be prepared to wait into the evening, if necessary. Avoid the wait by filing early in the period.

### 1. **Nomination Paper, Affidavit of Qualification and Campaign Finance Laws Statement**

(All three of these are on the same one-page form)

- ☐ Make sure to answer every question and fill in every blank.
- ☐ Write the candidate's name exactly how he or she wants it to be printed on the ballot. The candidate's last name must appear first. Nicknames are permissible as long as they do not suggest a title.
- ☐ The candidate must sign the form and have the signature notarized\*

### 2. **Financial Disclosure Statement**

- ☐ Covers 12-month period preceding the filing (This is a different time period from the public officer filing in January)
- ☐ The candidate must sign the form and have the signature notarized\*
- ☐ Candidates for federal offices are exempt from compliance with Arizona's personal financial disclosure requirements. A.R.S. § 38-541(8).

### 3. **Nomination petitions**

- ☐ The candidate must file at least the minimum number of signatures required for the office sought and no more than the maximum number. If there are too few, the Secretary of State cannot accept the nomination papers.
- ☐ Check to see that the circulator portion of each petition is complete:
- ☐ Did the circulator print his or her name, residence address, city or town, and county on the back of each petition?
- ☐ Did the circulator sign the back of each petition?
- ☐ Check to see that the signature portion of each petition is complete:
- ☐ Is there a date for each signature?
- ☐ Is there an actual residence address including city or town, or a description of the residence location, for each signature?
- ☐ Please sort the petitions by county. Statewide candidates must file the minimum number of signatures required statewide, AND the minimum number of signatures required in at least 3 counties.

### 4. **Statement of Organization OR \$500 Threshold Exemption Statement.**

If it has not already been filed, a Statement of Organization registering the *candidate's campaign committee* OR a \$500 Threshold Exemption Statement must be filed at the time of filing nomination papers or the other documents cannot be accepted. If the candidate has an exploratory committee open at the time of filing, then the candidate, chairman and treasurer must file an amended Statement of Organization to change the committee to a candidate's campaign committee.

**Optional Paperwork - Statement on Recall:** This is an optional form that federal candidates may file.

\* The Secretary of State's staff will notarize forms, free of charge, if the signer presents picture identification. Blank forms are available at the Secretary of State's office.



**2002 CAMPAIGN FINANCE REPORTING DATES CHECK-OFF LIST**

pursuant to A.R.S. §§ 16-913(B),(C) and 16-916(D)

All committees must file reports ELECTRONICALLY using software provided by the Secretary of State's Office. A.R.S. § 16-958(E). There is no fee for the software.

Use the following check-off list to mark reports as you file them during the election year:

- |  |                                       |
|--|---------------------------------------|
| <input type="checkbox"/> January 31 report   | Due between Jan. 1 and Jan. 31, 2002  |
| <input type="checkbox"/> June 30 report  | Due between June 1 and July 1, 2002   |
| <input type="checkbox"/> Pre-Primary report  | Due between Aug. 22 and Aug. 29, 2002 |
| <input type="checkbox"/> Post-Primary report   | Due between Oct. 1 and Oct. 10, 2002  |
| <input type="checkbox"/> Pre-General report  | Due between Oct. 17 and Oct. 24, 2002 |
| <input type="checkbox"/> Post-General report   | Due between Nov. 26 and Dec. 5, 2002  |
| <br><input type="checkbox"/> Additional reports may be required by the Citizens Clean Elections Act. The Citizens Clean Election Commission may be reached at (602) 200-0013 or <a href="http://www.ccec.state.az.us">www.ccec.state.az.us</a> . |                                       |
| <input type="checkbox"/> Committees which have registered as STANDING POLITICAL COMMITTEES will file additional reports according to a schedule provided at the time of filing.  |                                       |

**Federal Candidates**

Federal candidates should contact the Federal Elections Commission at 1-800-424-9530 or visit the Commission's Web site at [www.fec.gov](http://www.fec.gov) for further information regarding federal campaign finance reporting requirements and other federal reporting requirements.











